

professional development.

August 2018 – Auckland

Managing harassment in the workplace

Angela Besant, Hello Monday

Are you confident managing harassment in your workplace?

Join us for a 90-minute workshop plus discussion time designed to help you create a respectful workplace and manage harassment effectively. We aim to give employers and employees the confidence to talk about harassment openly and honestly, so issues can be dealt with before they escalate.

Topics will range from the basics of the Act through to recent examples of harassment (and consequences) and managing harassment claims.

The workshop will be run by Angela Besant, who has over 20 years' in-depth HR experience.

Numbers are strictly limited for this course.

date Monday 6 August
time 10am – 12pm
venue Taste, 45 Normanby Road, Mt Eden
price \$55.20 incl gst – Member rate
\$86.25 incl gst – General industry rate



First Aid for hospitality

St John

The Restaurant Association of New Zealand has worked with St John to design a first aid training experience that provides savings in time and money by addressing the specific requirements of the hospitality industry.

On completion attendees will:

- Be able to recognise life-threatening situations.
- Be able to offer vital assistance before more experienced help arrives.

This workshop will cover:

- Burns & bleeding, fractures, allergic reactions
- Scenarios related to hospitality businesses
- Scene assessment and danger mitigations
- CPR & foreign body airway obstruction

This workshop comes with a St John attendance Certificate only.

date Monday 13 August
time 2-5pm
venue Taste, 45 Normanby Road, Mt Eden
price \$55.20 incl gst – Member & Non-member



= Join the session by livestreaming where it's convenient for you.

Missed a webinar from a previous calendar?

You can order a recording from our catalogue by emailing bookings@restaurantnz.co.nz

Managing sick leave and medical incapacity

Alison Maelzer, Hesketh Henry

Managing sick or injured employees can be a real challenge.

Join us in this two-hour workshop where we will focus on medical issues that may arise in employment and how to deal with them appropriately and effectively.

Topics covered include:

- Sick leave – when, how, who, what proof?
- Repeated absences – what can you do?
- Medical incapacity – when can you say that enough is enough?
- Mental health issues – what are an employer's responsibilities?
- 'Sickies' – what can you do when employees aren't really sick?

This course is designed for hospitality business owners and managers.

date Tuesday 21 August
time 10am – 12pm
venue Taste, 45 Normanby Road, Mt Eden
price \$55.20 incl gst – Member rate
\$86.25 incl gst – General industry rate



Social media optimisation – techniques, content strategies and paid advertising

Brydie Meinung, Social Envoy

This session will focus on tips to optimise your platforms, create effective content strategies, and use paid advertising.

This will include:

- Facebook, Instagram, LinkedIn and Youtube
- Profile photos, cover photos, about descriptions, settings, hashtags and information to include etc.
- Creating content strategies to extend your reach
- How to enhance your engagement and get your profiles working more positively
- How to set up paid advertising
- What content to use

Brydie is a self-proclaimed social media and technology nerd with a particular focus on data-driven results and strategies.

date Monday 27 August
time 10am – 12pm
venue Taste, 45 Normanby Road, Mt Eden
price \$55.20 incl gst – Member rate
\$86.25 incl gst – General industry rate



Webinars

Managing restructure and redundancy
Sam Houlston, Hesketh Henry

Secrets to online marketing success
Brydie Meinung, Social Envoy

Serving responsibly
James Bennie, HospoTrain

Real answers for real profits
James O'Connell & Liz Perkins, The Hospitality Company

Employment Law – The first 100 days
Alison Maelzer, Hesketh Henry

Food safety and legislation
Janet Lyburn, MPI

Course overviews can be found on our website under Shop – Webinars.

price \$40.25 incl gst – Member rate
\$74.75 incl gst – General industry rate

